

MEETING NOTICE

TO: Budget, Finance & Investment Committee
FROM: Joyce Ealy, Chairman
TIME: Thursday, December 10, 2009 – 5:30 P.M.
PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. Insurance Report:
 - A. Financial Report
 - B. Recommendation to Renew Contract with CCMSI for Third Party Administrator for Brokerage Services for the On-the-Job Injury and Property & Casualty Claims
 - C. Recommendation to Amend Health Insurance Summary Plan Document to Comply with Michelle's Law
5. General Fund Budget Amendments:
 - A. Insurance Department
 - B. Domestic Violence
 - C. Juvenile Detention
 - D. Administrative Office of the Courts ARRA Byrne Justice Assistance Grant
6. Ambulance Service Fund Budget Amendment
7. Annual Report of Fixed Assets
8. Recommendation Authorizing County Mayor to Execute a Contract with the Tennessee Department of Mental Health & Developmental Disabilities Regarding Paying for Mental Health Evaluation and Treatment Services for Defendants Charged with Misdemeanors
9. Discussion of Financing for the Excel Energy Group Proposal for Occupancy Sensors for Rutherford County School System (Deferred from Last Meeting)
10. General Purpose School Fund Budget Amendments
11. School Building Program Budget Amendments
12. Resolution Authorizing Subordination Agreement for Walter Raybon
13. Recommendation from Public Safety Committee Regarding Memorial for Fallen Firefighters
14. 2010-2011 Budget Calendar
15. Other Business

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To also include items that may be forwarded by Public Works Committee or any other committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

1. The minutes of the November 5, 2009 meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report
3. The Finance Director will present the Fund Condition Report for the month ending November 30, 2009.
4. The Insurance Director will present the following:
 - A. Monthly Financial Report
 - B. Cannon Cochran Management Services, Inc. (CCMSI) has offered to renew their services as third party administrator and brokerage services for the On-the-Job Injury Program and the Property & Casualty Claims. The renewal is favorable with a decrease in technological fees. In 2007, their service was bid for a three-year contract period with the possibility of two one-year extensions. The Insurance Committee has recommended extending the contract with CCMSI until 6/30/2011.
 - C. A new federal law was enacted that provides for continuation of dependent coverage for college students who would otherwise lose eligibility because of a reduction in their full-time class status for a medically necessary leave of absence from school itself. The law, name Michelle's Law, applies to almost all insured and self-insured group health plans that cover dependents and use student status to determine eligibility. To comply with Michelle's Law, a change to the Summary Plan Document is required.
5. **General Fund Budget Amendments:**

- A. The Insurance Director will be requesting approval of the following budget transfer to provide additional funding for the Part Time Personnel Account and the related benefits:

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|-------|--|---------|
| From: | 101-51920-348 – Postal Charges - | \$4,737 |
| | 101-51920-191 – Board & Committee Members Fees - | 1,000 |
| To: | 101-51920-169 – Part Time Personnel - | \$5,400 |
| | 101-51920-201 – Social Security - | 273 |
| | 101-51920-212 – Employer Medicare - | 64 |

- B. The Domestic Violence Coordinator will be requesting approval of the following budget amendment to provide funding utilizing the Reserve Account for the Victims Assistance Program to purchase a copy machine and the related maintenance agreement:

| | | |
|-------|---|---------|
| From: | 101-34159 – Reserved for Victims Assistance Program - | \$4,900 |
| To: | 101-53930-334 – Maintenance Agreements - | \$ 900 |
| | 101-53930-719 – Office Equipment - | 4,000 |

- C. The Juvenile Detention Center Director will be requesting approval of the following budget transfer to provide additional funding for the Part Time Account and the related benefits. Due to turnover, it has been necessary to use more part time:

| | | |
|-------|---------------------------------------|----------|
| From: | 101-54240-196 – In-Service Training - | \$ 3,877 |
| To: | 101-54240-169 – Part Time Personnel - | \$ 3,600 |
| | 101-54240-201 – Social Security - | 224 |
| | 101-54240-212 – Employer Medicare - | 53 |

- D. The Information Technology Director has received notification of a grant award from the Administrative Office of the Courts for the ARRA Edward Byrne Memorial Justice Assistance Grant in the amount of \$4,935. The funding will be used to enhance courtroom security and technology. At the September 17, 2009 meeting the County Commission adopted a Resolution authorizing the grant application and acceptance of the grant:

Explanation of Agenda Items (cont'd)

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|-------------------|--|---------|
| Increase Revenue: | 101-47306 – AOC ARRA Byrne JAG - | \$4,935 |
| Increase Expend.: | 101-58807-709 – Data Processing Equip. - | \$4,935 |

6. **Ambulance Service Fund Budget Amendments:**

The Ambulance Service Director will be requesting approval of the following budget amendment to appropriate revenue received for providing medical services at special events for Overtime Pay and the related benefits and for Travel to cover dispatch classes:

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|-------------------|--|----------|
| Increase Revenue: | 118-43990 – Other Charges for Services - | \$11,645 |
| Increase Expend.: | 118-55130-187 – Overtime Pay - | \$ 9,069 |
| | 118-55130-201 – Social Security - | 599 |
| | 118-55130-204 – State Retirement - | 1,237 |
| | 118-55130-212 – Employer Medicare - | 140 |
| | 118-55130-355 – Travel - | 600 |

7. Ted Lindsey will be presenting the Annual Report of Fixed Assets as of June 30, 2009.
8. The County Mayor will be requesting authorization to execute a Contract with the Tennessee Department of Mental Health and Developmental Disabilities to establish agreed rates and ensure payment for the evaluations and treatment necessary to evaluations ordered pursuant to TCA Title 33, Chapter 7, Part 3. The billing and payment for mental health evaluation and treatment services will be for defendants charged only with misdemeanors. Judges in General Sessions, Criminal and Circuit Courts have the authority to order mental health evaluation and treatment for criminal defendants. On June 26, 2009, Governor Bredesen signed into law new legislation that makes counties responsible for the cost of outpatient and inpatient mental health evaluations and treatment court ordered for defendants charged only with misdemeanors. DMHDD will bill the counties for outpatient services for defendants charged only with misdemeanors at the same rate providers are reimbursed for those services.
9. At the Budget Committee meeting on November 5, the committee approved a motion for the concept of a proposal from Excel Energy Group for the installation of occupancy sensors for the lighting systems for the school system at a cost of \$2,337,515 with the County Mayor, Finance Director and Director of Schools to report back to the Budget Committee at this meeting with direction on the method of financing the project.
10. **General Purpose School Fund budget amendments:**

The Director of Schools will be requesting approval of a budget amendment to amend \$20,000 in revenue for the 2009/10 grant from the Jennings and Rebecca Jones Foundation for the Virtual Enterprise program and to amend the remaining \$12,000 from the General Purpose Schools fund balance that is left from the 2008/09 grant, and the related \$32,000 in expenditures to help support the Virtual Enterprise program.

The Director of Schools will be requesting approval of a budget amendment reallocating \$2,300 in ARRA Coordinated School Health expenditures from Other Supplies and Materials to Substitute Teachers.

The Director of Schools will be requesting approval of a budget amendment to transfer \$1,000,000 from the General Purpose Schools fund balance to provide funding for Operating Transfers to the School Federal Projects. On October 15, 2009 the Rutherford County School Board and County Commission approved a \$1,000,000 transfer resolution in order to loan up to \$1,000,000 to the School Federal Projects

Explanation of Agenda Items (cont'd)

Fund in order to avoid temporary cash deficits in the Federal Projects Fund. This amendment is the budgetary side of the resolution.

The Director of Schools will be requesting approval of a budget amendment to amend \$14,874 in IDEA revenues and the related expenditures for special education teachers and to amend \$4,835 in Pre-school revenue and the related expenditures for pre-school teachers.

11. School Building Program Amendments:

The Director of Schools will be requesting approval to reallocate existing funds within the following projects. No new funds are involved, and no funds are being moved to other projects: Rockvale Middle School - \$1,600; Brown's Chapel Elementary - \$1,445,205; Christiana Elementary Renovation - \$43,356; Whitworth Buchanan Middle - \$5,960,928; Oakland Middle - \$3,449,134.

The Director of Schools will be requesting to amend \$2,425,000 from the construction budget for both Oakland and Whitworth Buchanan Middle Schools to provide funding for the furniture, equipment, technology, phones, and library books.

The Director of Schools will be requesting to transfer \$312,655 from the sale of the excess Gourley property and to amend the \$104,294 remaining in the Rockvale Middle Project, the \$20,193 remaining in the Siegel High irrigation project, \$287,040 remaining in the Brown's Chapel Project, \$19,820 remaining in the Christiana Elementary renovation project, and \$422,788 in the future high school budget to fund the shortfalls of \$532,276 at Whitworth-Buchanan Middle School and \$634,514 at Oakland Middle School caused by changes the City of Murfreesboro required when the school system permitted the two middle schools.

12. The County Mayor will be requesting approval of a Subordination Agreement for Walter Raybon of 309 Lilly Lane, Murfreesboro. Mr. Raybon received funds through the Rutherford County HOME Grant to make improvements to his home. Mr. Raybon has requested approval of a Subordination Agreement in regards to his refinance of the first mortgage on his property. This will be the second subordination for the same person.
13. The Public Safety Committee passed a motion to authorize Chairman Farley to address the Property Management Committee on the issue of a fallen firefighters' memorial on Rutherford County property.

Chairman Farley advised the Property Management Committee that the memorial would be funded through donations at no cost to the County and estimated the cost to be between \$5,000 and \$7,500. The Property Management committee voted unanimously to approve the concept of a fallen firefighters' memorial to be placed on the northwest corner of the Courthouse property in conjunction with the FOP memorial and allow Commissioner Farley to pursue the same with the design to be brought back to the Property Management Committee for review.

14. A proposed 2010-2011 Budget Calendar will be presented for approval.
15. Other Business